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5 April 1965

MEMORANDUM FOR: Assistant Director, National Estimates  
Assistant Director, Research and Reports  
Assistant Director, Photographic Intelligence  
Assistant Director, Scientific Intelligence  
Chief, Collection Guidance Staff

SUBJECT : Production of Preliminary Assessments on Keyhole Missions

1. For almost two years now, OER, OSI, OMR, OCI and CIA/PID have been collaborating in producing a Preliminary Assessment of each Keyhole Mission. The object has been to provide the Director and other senior Agency officials with some intelligence evaluation, however tentative, of significant information detected by NPIC in the initial scan of each mission and reported in the OAK series.
2. In the course of producing some 40 Preliminary Assessments, we have evolved the following mode of operation. OCI provides the so-called Mission Coordinator; he is responsible for organizing the efforts of personnel assigned from OER, OSI, and OMR, for making the final draft of the Preliminary Assessment and assuring that it is coordinated, and for its reproduction and dissemination. OSI, OMR, and OER designate senior intelligence officers to participate at NPIC with CIA/PID and OCI in reviewing the information as it is reported out of the National area (where the preliminary scan is conducted) and in preparing evaluative comment on this information. CIA/PID furnishes guidance in helping the analysts from the other Offices to understand and interpret the photographic information.
3. It has been several months since we reviewed in detail the procedures that have been developed to enable us to produce a timely, coordinated Preliminary Assessment for the DCI and other senior Agency officials. In view of the continuing level of Keyhole activity, I believe it would be useful at this time to conduct such a review and request that your representative meet with me at 1400 hours, Thursday, 8 April, in Room 7E30.

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Chief, Military Division  
Current Intelligence

cc: O/DDI  
O/DD&T